



Third Program Year Action Plan

The CPMP Third Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

Narrative Responses

GENERAL

Executive Summary

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Program Year 3 Action Plan Executive Summary:

In 2005, the City completed a Consolidated Plan for program years 2005-2010 that provides a detailed description of the City's five-year strategy. The objectives, strategies and goals and objectives of that Plan are attached as Exhibit II.

A majority of the narrative responses required for the Action Plan replicate the narrative responses for the 5-year Strategic Plan. Accordingly, under each of the narrative headings, the City will refer back to responses contained in the Consolidated Plan, Strategic Plan or, as appropriate provide specific detail regarding the City of Sunnyvale's planned actions for fiscal year 2007.

The 2007 Program Year Action Plan details the specific actions to be taken to implement those objectives, strategies and goals during the program year beginning July 1, 2007 and ending June 30, 2008, using Federal funds granted to the City of Sunnyvale by the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) programs. Programs and activities described in this plan are intended to primarily benefit low-income and moderate-income residents of the City of Sunnyvale.

GEOGRAPHIC DISTRIBUTION

Within the Strategic Plan, are maps describing geographic areas, which include areas of minority concentrations.

Consistent with the policies of the City's Consolidated Plan, the City will direct its CDBG and HOME funding based on need within the community rather than upon geographical priority. However, the City will continue to focus on the CD Strategy areas for housing activities. The provision of all types of housing assistance will continue to be on a citywide basis.

All of the other programs and support services as described in the Action Plan are available Citywide. New construction or acquisition projects will be located as close to major transportation and service corridors, as practically possible.

Attached as Exhibit I is the 2007 Action Plan Summary.

SUMMARY OF OBJECTIVES AND OUTCOMES

Funds for the 2007-08 program year will be allocated among the following nationally reportable outcomes:

	Availability/Accessibility	Affordability	Sustainability
Create Suitable Living Environment	657,872	23,035	97,937
Provide Decent Affordable Housing	207,107	1,140,871	500,000
Create Economic Opportunities	0	0	0

Availability/Accessibility for the Purpose of Creating Suitable Living Environments

Seven projects will be funded in the 2007-08 program year that are designed to meet ADA requirements and to make services and facilities available or accessible to low- and moderate-income people, as a means of addressing issues in their living environment:

- ADA Curb Retrofit Program
- Columbia Neighborhood Center Expansion
- Community Association for Rehabilitation (CAR)
- Outreach & Escort
- Santa Clara Valley Blind Center
- Sunnyvale Community Services
- The Health Trust-Meals on Wheels

Together, these projects will directly improve the living environment for more than 879 low- and moderate-income residents in Sunnyvale.

Availability/Accessibility for the Purpose of Providing Decent Affordable Housing

Six projects, funded in the 07-08 program year, will help improve availability and access to affordable housing for individuals and families through direct housing related services and/or the creation of new housing units.

- Fair Housing Services
- Home Access, Paint and Emergency Repair Program
- Catholic Charities of Santa Clara Valley-Long Term Ombudsman

- Cupertino Community Services-Rotating Shelter Program
- Emergency Housing Consortium-EHC Lifebuilders
- Senior Housing Solutions

Upon completion, these housing related projects will directly benefit more than 1,048 low- and moderate-income households and 35 housing units with housing-related services.

Affordability for the Purpose of Creating Suitable Living Environments

Two projects will be funded in the 07-08 program year that will assist individuals by improving the affordability of their living environment.

- First United Methodist Church-Sunnyvale Senior Nutrition Program
- Second Harvest Food Bank-Operation Brown Bag

When completed, this activity will directly serve approximately 436 low- and moderate-income persons by providing goods to help create affordable living environments.

Affordability for the Purpose of Providing Decent Affordable Housing

In the 07-08 program year, four projects will be funded to help improve the affordability of housing.

- Catholic Charities of Santa Clara Valley-Shared Housing
- Housing Acquisition Program
- HOME-CHDO Set Aside: Senior Housing Solutions
- HOME-Projects

One activity will assist households by helping to place them in shared living arrangements and the other three activities will increase affordable housing through acquisition, development and/or by preserving at-risk units from going to market rate. A total of approximately 66 low- and moderate-income households will directly benefit from these activities.

Sustainability for the Purpose of Creating Suitable Living Environments

Six activities will be supported with 07-08 funds to improve the self-sufficiency, life skills, and/or quality of life for low- and moderate-income persons.

- Bill Wilson
- Family & Children Services
- Friends for Youth-Mentoring
- Live Oak Adult Services-Adult Day Care Center
- Senior Adults Legal Services
- Support Network for Battered Women

Upon completion, more than 474 low- and moderate-income persons will be helped directly through these services by addressing issues in their living environment.

Sustainability for the Purpose of Providing Decent Affordable Housing

2007-08 program year funds will assist one project that will help rehabilitate affordable housing. More than twenty housing units will be addressed through the following activity:

- Housing Rehabilitation-LMH

Once completed, this project will enable low- and moderate-income households to retain decent, affordable housing.

EVALUATION OF PAST PERFORMANCE

The goals and objectives for the 2005-06 reporting period are based on five priority needs identified in the 2005-2010 Five-Year Consolidated Plan. The Five-Year Plan provided the guidelines for selecting projects and activities to fund during each subsequent program year.

More than 21 activities were funded during the 2005-06 program year. The collective impact of these activities resulted in substantial improvements to the lives and neighborhoods of Sunnyvale's low and moderate-income residents

Summary of Community Development Accomplishments 2005-2006

Priority Need Category	Expended-CDBG	Proposed	Accomplished
PUBLIC FACILITIES			
ADA Curb Retrofit Program (Curb cuts)	150,000	75	50
Sewer Infrastructure-Upper Borregas (HH)	446,249	3,973	3,973
Pedestrian Lighted Crosswalk	0	3	underway
Speed Radar Signs	0	20	underway
Senior Nutrition Site Improvement	5,626	1	1
Sobrato House	50,000	1	underway
Sub-total	651,875	4,073	4,024
PUBLIC SERVICES (Households)			
Catholic Charities-Shared Housing	10,000	15	23
Catholic Charities-Longterm Ombudsman	13,212	734	840
Community Association for Rehabilitation, Inc.	6,025	14	16
Cupertino Community Services-Rotating Shelter Program	15,000	15	16
Emergency Housing Consortium-Homeless Shelter Services	56,500	225	231
Family & Children Services	21,100	31	48
Friends for Youth-Mentoring	10,280	25	19
The Health Trust-Meals on Wheels	13,650	13	14
India Community Center	8,792	25	28
Live Oak Adult Day Services	19,400	33	30
Senior Housing Solutions	14,000	9	9
Second Harvest Food Bank	5,490	354	588

Senior Adults Legal Assistance	10,479	152	164
Sunnyvale Community Services	65,552	656	6,910
Sunnyvale Senior Nutrition Program	24,000	202	378
Support Network for Battered Women	32,000	12	27
Bill Wilson	17,000	80	108
Sub-total	342,480	2,595	9,449
FAIR HOUSING SERVICES (Households)			
Project Sentinel	30,000	30	31
Sub-total	30,000	30	31
Grand Total	1,024,355	2,625	9,480

Priority Need Category	Expended	Number of Housing Units	
HOUSING			
		Proposed	Accomplished
Rehabilitation-Single Family	65,564	15	4
Rehabilitation-Multi-Family	0	0	0
Acquisition/Preservation of at Risk Units	576,709	100	100
Sub-total	642,273	115	104
REMOVAL OF ARCHITECTURAL BARRIERS/ OTHER			
Home Access, Paint and Emergency Repair	54,675	30	21
Sub-total	54,675	30	21
Total Housing Units	696,948	145	125

General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.
2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.
3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.
4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

Program Year 3 Action Plan General Questions response:

See Strategic Plan Narrative

Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Program Year 3 Action Plan Managing the Process response:

See Strategic Plan Narrative

Citizen Participation

1. Provide a summary of the citizen participation process.
2. Provide a summary of citizen comments or views on the plan.
3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Program Year 3 Action Plan Citizen Participation response:

See Strategic Plan Narrative

Citizen Participation

The draft plan was available for review during a 30-day public comment period that began March 28, 2007. A public hearing was held on the draft Plan at the Housing and Human Services Commission meeting on April 18, 2007. The City Council will hold an additional public hearing on the draft plan on May 8, 2007

There was no response to the public notice of the proposed Annual Plan. The Annual Plan was approved by City Council after a public hearing on May 8, 2007.

Institutional Structure

1. Describe actions that will take place during the next year to develop institutional structure.

Program Year 3 Action Plan Institutional Structure response:

See Strategic Plan Narrative

Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Program Year 3 Action Plan Monitoring response:

See Strategic Plan Narrative

Affirmative Marketing

As part of the HOME monitoring process, the City will evaluate the implementation of affirmative marketing plans for the leasing of vacant HOME assisted units for rental projects with 5 or more units.

MBE/WBE

The City plans to ensure that minority and women business enterprises have the maximum opportunity to compete for contracts funded wholly or in part with federal funds. The City will generate and maintain a list of local businesses identified as MBE/WBE as a source to perform outreach. Furthermore, the City will be updating its contractors' bidders list, which will provide an opportunity to minority and women-owned businesses to participate in HOME-funded affordable housing activities.

Lead-based Paint

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

Program Year 3 Action Plan Lead-based Paint response:

See Strategic Plan Narrative

HOUSING

Specific Housing Objectives

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.

2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 3 Action Plan Specific Objectives response:

See Housing Needs Table in Strategic Plan

FUNDING SOURCES:

- City Resources

The City has a Housing Fund, which is used for the development and acquisition of affordable housing. There is currently over \$5.2 million in available funding in the fund balance in the Housing Fund.

- State Resources

It is anticipated that Low Income Housing Tax Credits (LIHTC) and CalHFA loans to non-profit developers of multi-family rental housing will be used as a major source of financing for any new projects. The City will continue to support any new projects using LIHTC as a major source of funding.

- Private Resources

The City will work with non-profit developers to help them obtain private financing available for projects. The City will work with local lenders to secure construction and bridge financing for projects.

HOUSING OBJECTIVES:

Through the Action Plan the City intends to concentrate on expanding the supply of affordable housing and maintaining the affordable housing stock.

Addressing affordable housing needs is the central purpose of the Action Plan. In response to both the need and the City's resources to address the problem, renters and owners who are very low and low-income receive the highest priority under the plan. The primary activities to address the affordable housing needs will be through acquisition of land or existing multi-family housing, rehabilitation of single and multi-family homes and construction of new housing. All City programs will be available City-wide.

Rehabilitation

According to the City's Housing and Community Revitalization Sub-Element and Community Development Strategy, approximately 8% of the housing stock, or 4,300 units, may be in need of rehabilitation. Substandard housing is concentrated in neighborhoods with concentrations of low and moderate income households and concentrations of older, multi-family rental housing (which is often located in the same areas as concentration of low and moderate income households).

The City's objective will be to assist in the preservation of ownership and rental housing units, including rehabilitation; emergency repairs; painting; abatement of lead, asbestos, and other hazardous materials; and reconstruction (under limited circumstances).

During the 2007 Program year, the City will use Community Development Block Grant Funds to administer and implement several home improvement programs that include the Substantial and Minor Rehabilitation Programs, and the Home Access, Emergency Repair and Paint Program to assist homeowners with needed repairs. Substantial rehabilitation loans and project supervision are available on a citywide basis with construction loans up to \$60,000 per household, and mobile home loans up to \$15,000 per coach. The goals for completed units during FY2007-08 are 20 single-family/mobile home projects. The Paint Program for exterior painting provides loans of up to \$4,000 to senior owners of single-family homes and grants of \$1,000 to homeowners fewer than 60 years of age for reimbursement of painting materials. The Home Access Program provides grants to handicapped households throughout the community. Services include retrofit of units occupied by disabled persons including the installation and maintenance of lifts and ramps, when needed. The goals for completed units during FY2007-08 are 35 Home Access, Emergency Repair and Paint Program projects during the program year.

Multi-Family Rehabilitation

The City will use its Community Development Block Grant Revolving Loan Funds to provide substantial rehabilitation of rental properties occupied by low-income tenants.

Acquisition and New Construction

- Non Profit

The City may use its CDBG and HOME allocations and City Housing Funds to provide loans to nonprofit agencies to acquire land for new construction of affordable rental units. Rental units focus on providing housing to households at 40 percent or less of area median income with rents limited to a maximum of 30 percent of gross household income.

During the upcoming year, the City will work with non-profit developers to aggressively seek out affordable housing projects and to provide loans to nonprofit housing providers, and to assist nonprofits in accessing state or federal funds, for the acquisition of at-risk rental properties to preserve affordability and to provide professional management and maintenance of existing properties. The City will continue to fund this activity through a Housing Acquisition Revolving Loan Fund (HARLF) from loan repayments on loans funded with CDBG funds, and other federal and City funds. The City will allocate a total of \$558,250 in CDBG funds.

Under the HOME Program, the City will receive \$699,969 in HOME funds for FY2007-08, which is to be used primarily to expand the supply of low-income rental housing. HOME funds will be used for acquisition and new construction by non-profit housing development organizations.

The City will continue to keep informed on all issues related to State and county housing funding and county-owned land that may be used to develop senior housing units.

- Below Market Rate Program

The City continues to implement the Below Market Rate (BMR) Program (authorized under the Sunnyvale Municipal Code Chapter 19.66) for new market rate residential construction by requiring that 12.5% of new housing units, except those units in R-0 and R-1 zones, be affordable to low and/or moderate-income owners, and provide for density bonuses up to 25% to encourage the development of housing for moderate, low, and extremely low income households. The BMR requirement for rental development is at 10% and will increase to 15% when the rental market conditions reach a threshold with an economic rebound. The period of affordability is 30 years for owner-occupied units and 55 years for rental units.

The City is continuing to work with developers that are beginning the application process or beginning construction and will be providing below market rate ownership units. These new projects will provide at least 240 BMR Purchase over the next 24-36 months. Of those amounts, 91 ownership units will be available for occupancy by June 2008.

Assistance to First-Time Homebuyers

- First-Time Homebuyer Support Program

The First-Time Homebuyer Support Program operates in tandem with the BMR Homeownership Program to assist qualified renters (at 80% or below AMI), particularly occupants in existing BMR at-risk apartments with expiring restrictions, to move into first-time homeownership. The program includes extensive pre-purchase and post-purchase homebuyer education workshops, Individual Development Accounts (IDA) with matching contributions to down payment savings accounts for up to \$10,000, and down payment loans up to \$50,000.

Funding has been established utilizing funds held in the BMR In-Lieu Reserve/City Housing Fund.

- Housing for Public School Employees, City Employees and Child Care Teachers Program

The City will continue to address the Teacher and Public Employees Housing Program. Through its Housing for Public School Employees, City Employees and Child Care Teachers Program (HPCC), the City will continue to provide security deposit loans of up to \$5,000 to help obtain apartments for City employees, employees of public schools serving Sunnyvale, and certified child care workers. This housing program is designed to assist qualified employees and teachers obtain housing by providing homebuyer education, security deposit loans and down payment assistance. This activity is being funded by the City Housing Fund.

Housing-Related Support Services

To ensure the viability of all affordable housing projects, the City will continue to fund projects that provide housing-related support services. Specific programs that may be funded by the City include:

- Long Term Care Ombudsman Program. This program provides training, assignment, supervision, and support of volunteer ombudsmen who act as a voice and advocate primarily for the elderly residents of skilled nursing facilities and residential board and care homes.
- Shared Housing. This program facilitates single-parent households in making shared housing living arrangements.
- Senior Group Residence Services. This program provides services for seniors living in group homes, such as on-going case management to assess, refer and/or counsel low income seniors in a group or individually, and referral to needed self-care, mutual care, and/or professional care services.
- Meals on Wheels. This program delivers hot meals plus supportive services to homebound seniors, disabled and chronically ill, enabling them to continue to live in their own homes.
- Senior Adult Legal Assistance (SALA). This program provides legal assistance and advocacy services to low-income seniors.
- Senior Nutrition. This program offers subsidized hot meals five day per week at the Senior Nutrition site located at First United Methodist Church.
- Second Harvest Food Bank. The Food Bank provides weekly food supplements (Brown Bag Services) to low-income seniors.

Needs of Public Housing

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.
2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

Program Year 3 Action Plan Public Housing Strategy response:

See Strategic Plan Narrative

Barriers to Affordable Housing

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

Program Year 3 Action Plan Barriers to Affordable Housing response:

The City completed its Analysis of Impediments (AI) to Fair Housing Choice in May 2006, which presents current information on fair housing issues in the City and reviews the wide range of activities that the City currently participates in or supports to further fair housing choice. For the up-coming year, the City will take appropriate actions to overcome the effects of any impediments identified in its analysis by pursuing recommended actions, strategies and activities to further fair housing choice and opportunities.

The primary barriers to affordable housing in Sunnyvale are the high cost of housing, the lack of available land for new housing, and the scarcity of public funds to assist in the development of affordable housing. The City has limited ability to significantly reduce these barriers.

An adequate supply of housing for all income groups has become an increasingly difficult goal to achieve. Housing costs continue to rise (even with loss of jobs and employment), due to strong demand for housing, increasing mortgage rates, higher construction costs, and the decreasing supply of vacant and developable land. Rental property owners are especially sensitive to increases in maintenance and repair costs during periods of flat or declining rents and increased vacancies.

The barriers cited above may also provide new opportunities for affordable housing. With the increase in land value for housing, land within the Industrial to Residential (ITR) zone has begun to develop for housing at a rapid rate. There are also density bonus incentives to developers to provide low-income affordable units and units for seniors. If the vacancy rate increases and incomes either remain stable or decrease, rental rates will either stabilize or increase (at least in the short term). Lower interest rates encourage developers to target homeownership and increase the feasibility of expanded homeownership under the City's BMR and other homebuyer assistance programs.

HOME/ American Dream Down payment Initiative (ADDI)

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
 - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.

- b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
 - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
 - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
 - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
 - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
 - a. Describe the planned use of the ADDI funds.
 - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
 - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Program Year 3 Action Plan HOME/ADDI response:

The City does not receive ADDI funds nor does the City intend to refinance existing debt for rental housing assistance under HOME.

HOMELESS

Specific Homeless Prevention Elements

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.
2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.

3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.
4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

Program Year 3 Action Plan Special Needs response:

See Strategic Plan Narrative
Discharge Coordination Policy

The City of Sunnyvale will participate with the City of San Jose who will be working with the State and other county agencies to create a collaborative strategy for the housing and placement of offenders in our community. This discharge placement planning seeks to help direct the placement of prisoners released from jails, hospitals, and other facilities in order to prevent homelessness.

See Strategic Plan Narrative

Sunnyvale plans to continue to utilize CDBG funds to fund providers of shelter and homeless services. These include the following:

- Sunnyvale Community Services: provides emergency services, counseling, financial as well as food and clothing for low-income residents in crisis, or at risk of becoming homeless.
- Cupertino Community Services: provides the rotating shelter in churches and support services such as food, rental assistance, medical assistance and housing and gas vouchers.
- Emergency Housing Consortium: provides emergency shelter and support services in a number of locations in the County as well as operating the winter shelter in the Sunnyvale armory.
- Support Network for Battered Women: provides shelter and support services for victims of domestic violence.

Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

Program Year 3 Action Plan ESG response:

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

Program Year 3 Action Plan Community Development response:

Non housing community development needs include improvements to public facilities and public services and economic opportunities for low-income persons. Existing needs for Sunnyvale in these areas are described below. The following objectives, which have been part of the CDBG plan, guide the needs outlined below:

1. Ensure an aesthetically pleasing work and living environment.
2. Maintain and improve public facilities and commercial areas.

ADA IMPROVEMENTS

The City will continue to retrofit as many curbs as possible each year so that all intersections in the City conform to ADA requirements. \$100,000 in CDBG funds has been allocated towards this activity.

COLUMBIA NEIGHBORHOOD CENTER EXPANSION

The Columbia Neighborhood Center is the only family resource center in Sunnyvale serving low and moderate-income youth and families. The City, the School District, and the Community Advisory Committee have identified a need to expand the Columbia Neighborhood Center. A facility expansion will enable the Center to provide more effective health services and expand social, educational, and recreational services. New space will further enable the Center to house new service partners, thus leveraging additional needed services for the community

PUBLIC SERVICE

The public services, which the City supports primarily, serve extremely low and low-income households. Public services in general receive a high priority for the City and clients generally oversubscribe all the services. The services receiving a high priority are:

1. Services which address the needs of the frail elderly or persons with disabilities
2. Services which address the needs of low-income children and their families
3. Counseling, shelter services, employment training and general assistance to the extremely low-income or homeless population
4. Information and counseling on landlord/tenant issues and fair housing activities

CDBG funds have been allocated for the following:

- Bill Wilson Center: Family & Individual Counseling Center

This project will receive CDBG funds in the amount of \$_____ to provide individual, family, group and couples counseling to very low-income Sunnyvale residents. Counseling services will help individuals, youth and families with various problems including family conflict, depression, suicidal thoughts, anxiety, marital and family violence, school and behavioral problems, stress, substance abuse, eating disorders and identity issues.

- Catholic Charities/Long Term Care Ombudsman Program

This project will receive CDBG funds in the amount of \$_____ for the purpose of providing advocacy, investigation of complaints, including allegations of abuse and neglect, and problem resolution services for the elderly and other residents with disabilities in the City's Nursing facilities and Assisted Living/Residential Care Facilities for the Elderly.

- Catholic Charities/Shared Housing

This project will provide \$_____ to Catholic Social Services of Santa Clara County, a non-profit organization, to operate a shared housing program to primarily benefit very low to low income persons at risk of homelessness. Single-parents with children and individuals such as seniors, emancipated youth, and persons with disabilities and refugees who are at risk of homelessness will be served under this program.

- Community Association for Rehabilitation (C.A.R., Inc.)

CDBG funds in the amount of \$_____ have been allocated to this agency to support the services to families and individuals who have developmental or other disabilities. C.A.R. provides an infant program, a recreation program, respite services, specialized day care for adults, job training and placement for adults and outreach and education.

- Cupertino Community Services (CCS)

CDBG funds in the amount of \$_____ have been allocated to this agency to support the rotating shelter for homeless men and to provide support services such as food, rental assistance, medical assistance, housing, job counseling, computer training and gas vouchers for the shelter clients. The Rotating Shelter Program helps homeless men secure gainful employment and permanent housing.

- Emergency Housing Consortium LifeBuilders (EHC)

Sunnyvale HOMES is an existing program that will provide food, emergency shelter, transitional housing and affordable permanent housing for Sunnyvale's homeless families, single adults and youth. This project will fund emergency housing services with CDBG funds in the amount of \$_____.

- Family and Children Services

CDBG funds in the amount of \$_____ will support Youth Counseling Services that will provide mental health counseling services to at-risk Sunnyvale youth and their families.

- First United Methodist Church of Sunnyvale (Sunnyvale Senior Nutrition Program)

This project will provide \$_____ in CDBG funds to provide meals to approximately 200 unduplicated seniors in Sunnyvale five days per week for 249 days and van transportation services for those unable to travel independently is provided.

- Friends for Youth

This project will offer one-to-one mentoring services for Sunnyvale youths, matching at-risk young people with an adult volunteer mentor to help them stay in school and out of trouble. \$_____ in CDBG funds will be used for this project.

- Live Oak Adult Services-Adult Day Care

This project provides day care for frail elderly and dependent seniors. Program activities provide socialization and recreational opportunities for functionally impaired seniors as well as respite and support services for caregivers. \$_____ in CDBG funds will be used for this project.

- Outreach & Escort Inc.

This project addresses the need for affordable, reliable and available transportation for Sunnyvale seniors so that they can travel to destinations that support their efforts to remain healthy and self-sufficient. \$_____ in CDBG funds will be used for this project.

- Santa Clara Valley Blind Center

This project provides vision-related rehabilitative, therapeutic and social programs, in-home volunteer support to help people who are blind or losing their sight, to adjust to their sight loss, improve their quality of life and remain independent. The project also provides information and referral services and community outreach programs. \$[REDACTED] in CDBG funds will be used for this project.

- Senior Housing Solutions (formerly Project Match)-Sunnyvale Senior Group Residence Services

Senior Housing Solutions, a non-profit corporation will use \$[REDACTED], to provide support services to seniors living in group homes that includes on-going interview; assess; refer and/or counsel low-income seniors in a group or individually and referral to needed self-care, mutual care, and or professional care services.

- Second Harvest Food Bank- Operation Brown Bag

Funding in the amount of \$[REDACTED] will be provided to the Second Harvest Food Bank of Santa Clara County to operate the Operation Brown Bag program. The Brown Bag provides weekly food supplements to low-income seniors.

- Senior Adult Legal Assistance

This project will provide funds in the amount of \$[REDACTED] for the program that provides free legal and advocate services to Sunnyvale seniors.

- Sunnyvale Community Services (SCS)

This project will receive \$[REDACTED] in CDBG funding to provide emergency services including financial assistance, food and clothing for low-income residents in crisis or at risk of becoming homeless.

- Support Network for Battered Women

This agency provides emergency and on-going assistance to victims of domestic violence. Services include emergency shelter, family counseling, and legal guidance. Community education and training programs are also provided. \$[REDACTED] has been allocated to this agency.

- The Health Trust-Meals on Wheels

Meals on Wheels provides weekday hot meal deliveries to homebound low income seniors and disabled adults. Homebound, frail and/or disabled clients benefit from a weekday wellness check that the drivers conduct along with the meal delivery. This program will receive \$[REDACTED] in CDBG funding.

SUPPORT EQUAL HOUSING OPPORTUNITY

- Fair Housing

The City will continue to fund fair housing services for Sunnyvale residents, including landlord and tenant education and training workshops, fair housing events, investigation of housing discrimination complaints, use of local media to promote fair housing, landlord-tenant mediation, and legal representation of tenants. The City may continue to support jointly funded programs and services with the cities of Mountain View and Palo Alto, when feasible, to reduce discrimination in housing regionally.

This project will fund the continuation of fair housing services provided to Sunnyvale residents. The Fair Housing Study released in January 2003 recommended that to strengthen fair housing services in Santa Clara County, there should be more regional and sub-regional collaboration. In response, the Cities of Mountain View, Palo Alto and Sunnyvale have jointly selected fair housing services from a single provider to serve the three cities that will promote fair housing and investigate complaints of housing discrimination of all types, including racial, sexual, and families with children. This contract will be funded by CDBG funds for \$26,700. The following summarizes the services to be provided.

Community Education and Outreach which will include education seminars and training workshops, educating potential renters and buyers, and use of local media to promote the concept of affirmative fair housing;

Advocacy and Investigation that will receive, evaluate, and process claims of housing discrimination; provide consultations, counseling and mediation/conciliation, and legal representation; and

Coalition Work and Reporting quarterly reports to be provided to the city, provide staff with technical assistance regarding Fair Housing issues and updating the AI, provide staff with information and analysis of Fair Housing legislation, represent North Santa Clara County at regional meetings, and represent North County on Fair Housing Task Force.

- Landlord-Tenant Relations/Community Issues and Neighborhood Disputes

Landlord-Tenant Relations is currently funded from City General funds at a level of \$103,934 to provide services to residents, landlords, property managers, and owners of property in the form of counseling, conciliation, mediation and general educational outreach. The agency expects to receive the same level of funding for the 2007-08 PY.

Project Sentinel has provided educational workshops to mobilehome residents. The goal of the workshops is to provide mobile home owners accurate information about relevant regulations and to increase their understanding of the City's limited role in mobile home issues. Workshops also provide information about the laws governing mobilehome ownership, maximizing credit and finance options, and learning about anti-discrimination protections.

Project Sentinel has also designed and conducted workshops for the City's current Below Market Rate homeowners. These workshops provided information on how to identify predatory lending practices.

Antipoverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

Program Year 3 Action Plan Antipoverty Strategy response:

See Strategic Plan Narrative

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs (91.220 (c) and (e))

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 3 Action Plan Specific Objectives response:

See Strategic Plan Narrative

Housing Opportunities for People with AIDS

*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such

as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.

5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year 3 Action Plan HOPWA response:

See Strategic Plan Narrative

The City of San Jose administers the HOPWA funds on behalf of the cities in the county including Sunnyvale. San Jose works directly with the Santa Clara County HIV Planning Council and the other entitlement jurisdictions in Santa Clara County to determine the appropriate allocation of funding according to need.

HOPWA

The City will continue to work with the **Santa Clara County HIV Planning Council, the Santa Clara County Office of Affordable Housing, County of San Benito Health and Human Service Agency, the Health Trust's Housing for Health Board**, and other applicable agencies to research innovative service strategies and determine the appropriate allocation of funding to meet the housing and support service needs of individuals and families living with HIV/AIDS.

In order to solicit proposals for its FY 2007-2008 HOPWA entitlement funds, the City posted a Notice of Funding Availability (NOFA). For FY 2007-2008, the City of San José has awarded \$690,000 in HOPWA (entitlement) funds as a match to the HOPWA-SPNS, SHAPSS Program, which is a partnership between Health Connections and the City. An additional \$25,000 will be awarded to the County of San Benito Health and Human Services HOPWA Program (as of FY 2004, San Benito County was incorporated into the San Jose Metropolitan Statistical Area). The remaining amount (approximately \$24,000) will be used by the City to administer the program.

HOPWA SPNS

The Department of Housing is committed to ensuring priority funding to agencies that offer low-cost housing, housing subsidies and/or short term emergency assistance for rent or utility expenses to obtain affordable permanent housing, food and nutritional programs, individual and group counseling, and case management for those disabled by HIV/AIDS. In partnership with Health Connections, the City anticipates continuing administration of the **Shared Housing Assistance Placement and Support Services Program (SHAPSS)**. This three-year (FY 2007- FY2011) program will provide affordable housing opportunities and supportive services to VLI and LI Santa Clara County residents disabled by HIV/AIDS. The funds will be allocated in three equal amounts for each program year.

Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

Program Year 3 Specific HOPWA Objectives response:

See Strategic Plan Narrative

Other Narrative

Include any Action Plan information that was not covered by a narrative in any other section.